



ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
COMMUNITY SAFETY BUILDING O'NEILL ROOM  
2/26/20 7:30 PM

ATTENDEES:

Gibian	Padaria*	Pokress*	Kellar	McKenna*
Blundell*	Wallach*	Harmer*	Tosti*	
Ellis*	Foskett*	Deyst*	Kocur*	
White	Beck*	Jones*	Deshler*	
Franclemont*	Howard*	LaCourt*	Carman*	Diggins*

\*Indicates present

VISITORS: CPAC Co-Chairs Eric Helmuth, Clarissa Rowe; Assistant Town Manager Jim Feeney, Management Analyst Julie Wayman

1. MINUTES: Voted to approve the minutes of 2/12/20 as corrected. Unanimous
2. ART 66 COMMUNITY PRESERVATION PLAN: Helmuth said the CPAC did not need FinCom review of this plan.  
VOTED No report. Unanimous
3. ART 67 COMMUNITY PRESERVATION FUND: Helmuth, supported by the other members of the CPAC present, reviewed the projects planned for FY21 (Ref 1). Most of these are follow-on phases of established efforts. Several are used to provide matching funds for larger grants from other state entities. There are also 4 new planning efforts. For details see Ref 1. Helmuth also reviewed the FY21 CPAC budget that is included in Ref 1. The total amount for projects is \$1,444,621. Because there were no housing applications, 10% of the projected revenue, \$202,069, will be held in reserve for future housing projects. Administrative expenses are budgeted at \$55,569, considerably less than allowed by the State. The projected revenue includes a State match of \$220,697, or 14.1%. Projected unrestricted reserves are \$724,171. Members asked numerous questions about these projects and projects from previous years. The CPAC report to Town Meeting will be more extensive.  
VOTED to endorse the CPAC plans as presented. Unanimous.
4. PLANNING: GenGov SubCom Howard moved reconsideration of this budget. He said he had missed a possible increase in the offset. The Deputy Town Manager looked up the history of the ConCom revenue and recommended an increase of this offset (Ref 2) by \$1,961 based on 10% of the Environmental Planner's salary.  
VOTED \$596,539 Unanimous
5. RECREATION ENTERPRISE FUND: EnterFnd SubCom Franclemont recommended the budget as printed. The reserve as of 6/30/19 was \$765,865.

Reservoir use will be reduced because of construction. Hours of employees are split between Res & Rink – there are no part time employees. The accounts are changed when the Director changes. This makes the detailed history inconsistent. The Deputy Town Manager is serving as a temporary director. The budget uses \$100,000 retained earnings.

VOTED \$1,942,444 Unanimous.

6. RINK ENTERPRISE FUND: EnterFnd SubCom Franclemont recommended the budget as printed. The reserve as of 6/30/19 was \$14,728. The professionally handled concession stand is expected to substantially increase revenue. Members discussed the ongoing capital support provided by the Town. Members noted the poor condition of the locker rooms. Franclemont will ask The Deputy Town Manager about constraints on raising fees and on the earmark in the State budget for FY19.

VOTED \$618,368 Unanimous

7. POLICE: PubSaf SubCom Harmer recommended the budget as printed. The department has 3 new hires, 4 vacancies and 2 upcoming retirements. The Department will cover the retirement costs.

VOTED \$8,511,305 Unanimous

8. RESERVE FUND Balance: \$1,547,451.59

9. COMMITTEE: Next meeting Mon 3/2/20

Meeting adjourned at 9:30 PM.

Ref 1 Community Preservation Act

Ref 2 ConCom Offset

Peter Howard 2/27/20

# Community Preservation Act (CPA)

Ref 1



**Historic  
Preservation**



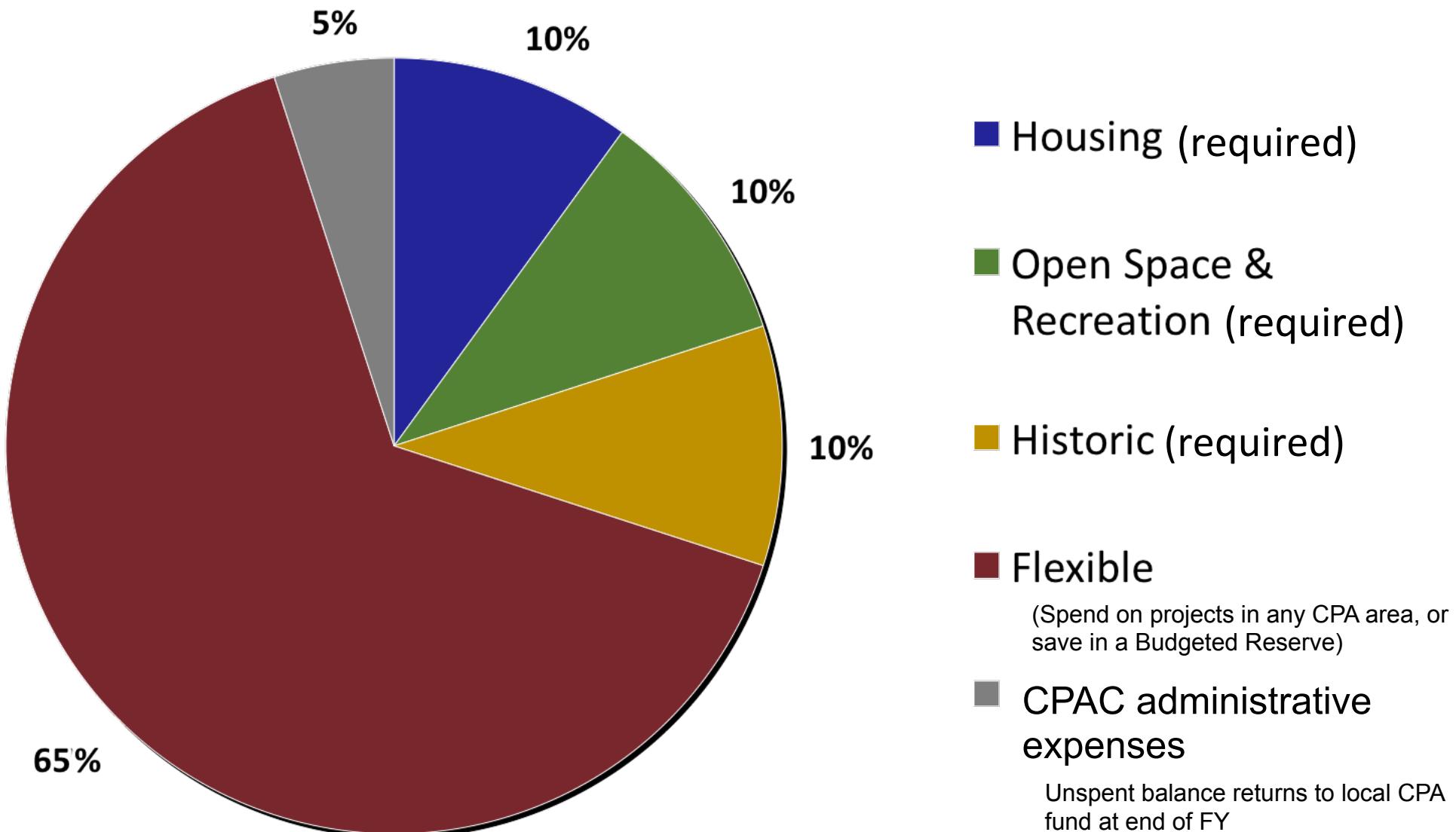
**Open Space &  
Recreation**



**Community  
Housing**



# Annual CPA Spending



# Restoration of Jason Russell House

This project is also funded by Community  
Preservation Act funds through  
the Town of Arlington

• Architect: Design Associates, Inc.

Structural Engineer: Simpson Gumpertz & Heger, Inc.

Mechanical Consultant: TE2 Engineering, LLC.



Arlington Historical Society • \$78,023

# Wellington Park/Mill Brook Revitalization, Phase 3



Mystic River Watershed Association • \$325,000

# CPA PHASE 2

first construction phase of Wellington Park  
design concept [2018-2019]



# CPA PHASE 3

second construction phase of Wellington Park  
design concept [2020-2021]



# Arlington Reservoir Improvements- Phase 2

- Trail & Perimeter improvements
- Erosion stabilization
- Invasive plant species removal
- Pathway improvements to the berm

Arlington Recreation Department  
\$587,000

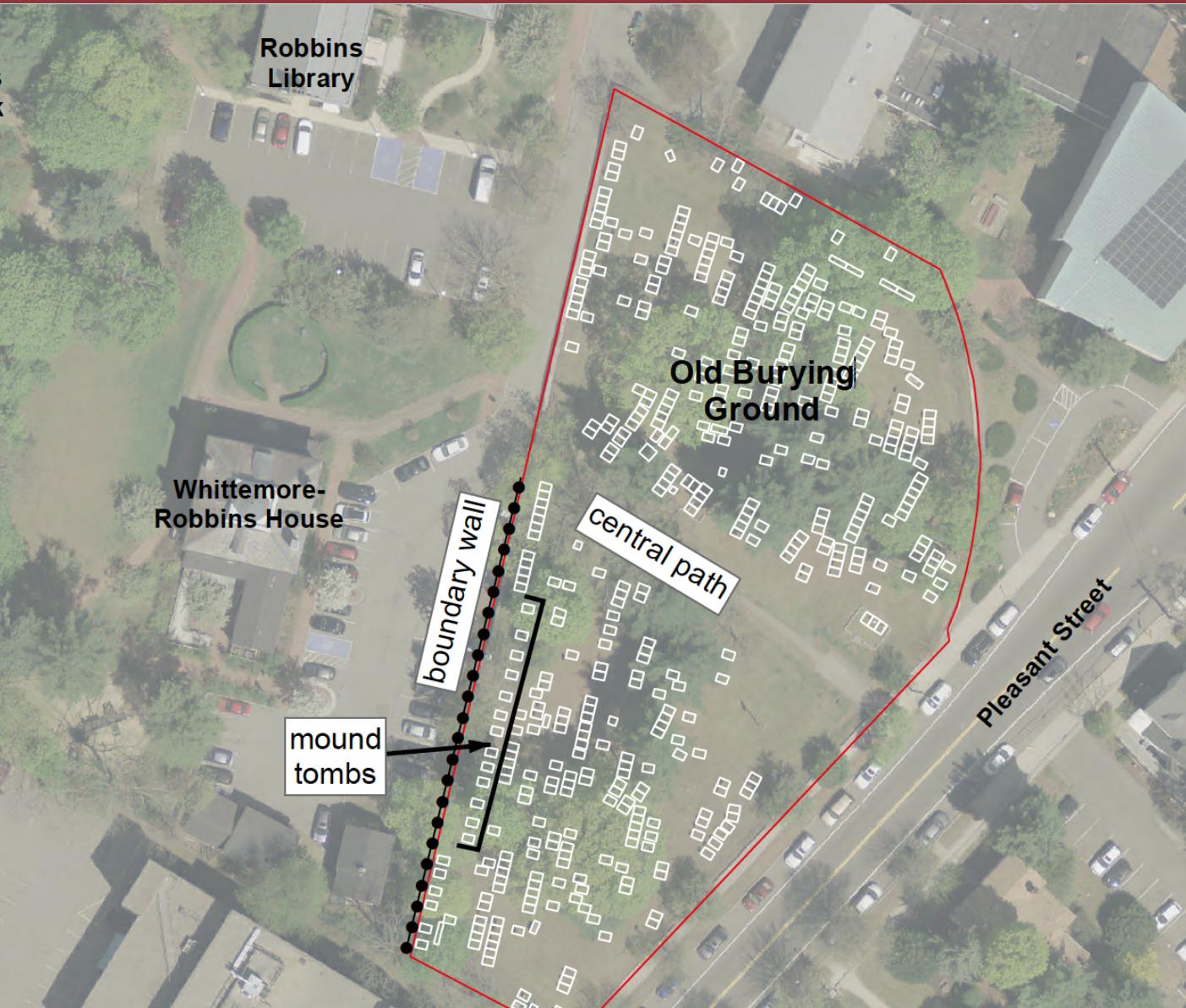


# Old Burying Ground

## Restoration Phase 2

Continuing  
restoration of  
stone boundary  
wall

Town of Arlington  
\$193,773



# Robbins Memorial Garden

Restoration of  
plantings to original  
Olmstead Brothers  
design

Arlington Historical  
Commission / Friends of the  
Robbins Town Gardens  
**\$65,625**



# Planning Projects

## Town of Arlington

- Open Space and Recreation Plan update (\$35,000)
- Communitywide Archeological Survey (\$60,000)
- Documentation of Historic Municipal Resources (\$35,200)
- Minuteman Bikeway Planning (\$65,000)

# FY21 CPA Budget (in progress)

FY21 Community Preservation Act, Final Applications				
Project Title	Applicant(s)	Budget	CPA Category	Purpose
Historic Preservation of the Jason Russell House	Arlington Historical Society	\$ 78,023.00	Historic Preservation	Preservation
Mill Brook and Wellington Park Revitalization Phase III	Mystic River Watershed Association	\$ 325,000.00	Recreation	Rehabilitation and Restoration
Reservoir Improvements Phase 2	Arlington Recreation Department	\$ 587,000.00	Recreation	Rehabilitation and Restoration
Old Burying Ground Restoration Phase 2	Town of Arlington, Cemetery Commission and Historical	\$ 193,773.00	Historic Preservation + Open Space	Preservation
Open Space Committee Plan	Open Space Committee	\$ 35,000.00	Open Space	Preservation
Communitywide Archaeological Recon Survey	Department of Planning and Community Development	\$ 60,000.00	Historic Preservation	Preservation
Documentation of Historic Municipal Resources	Department of Planning and Community Development	\$ 35,200.00	Historic Preservation	Preservation
Winfield Robbins Memorial Garden Project	Friends of the Robbins Town Gardens	\$ 65,625.00	Historic Preservation	Rehabilitation and Restoration
Minuteman Bikeway Planning Project	Department of Planning and Community Development	\$ 65,000.00	Recreation	Rehabilitation and Restoration

<b>Subtotal</b>	\$ 1,444,621.00
10% Community Housing Reserve	\$ 202,069.73
CPAC Administrative Expenses Account	\$ 55,569.18
<b>Grand Total</b>	\$ 1,702,259.90

FY21 Local CPA tax surcharge receipts (projected)	\$ 1,800,000.00
FY21 State Match, 14.1% of 2020 CPA (projected)	\$ 220,697.29
Additional Available Funds*	\$ 405,733.00
<b>Total FY21 CPA Available for Appropriation</b>	<b>\$ 2,426,430.29</b>

**\$724,171**  
projected for  
reserves

\*\$217,868: FY20 state match revenue exceeding FY19 estimate. \$142,397: FY19 surcharge collections exceeding estimate. \$45,468: unspent FY19 administrative funds.

Ref 2

**Summary**  
Based on both the ten- and five-year average Conservation Commission revenue (\$7,160, \$10,124) and the likelihood that revenue will stay flat or increase with continued development, along with the history of minimal spending out of this account, we believe a Conservation Commission offset to the Planning and Community Development Budget of 10% of the salary of the Conservation Agent (\$6,932) is reasonable.